

**GSA, Federal Acquisition Service, Assisted Services
Greater Southwest Region, Fort Worth, TX**

**Performance Based Statement of Work for
558 CBSS/GBHBAA, Tinker AFB
8/29/07**

Project Name:	<u>M y l a r C o n v e r s i o n</u>
Project Number:	
Client/Office of Primary Responsibility Point of Contact:	
Period of Performance:	09/15/2007 to 09/14/2008
Duration of Task/Period of Performance:	1 year with 1 year option
Project Security Level:	Unclassified

1. INTRODUCTION. Tinker AFB has a requirement to develop a digital storage media that will be more survivable, more efficient and eventually more cost effective than the current Industriebrowsers (electro-mechanical storage cabinets). Long-term savings should be realized from a reduced footprint of the storage facility, resulting in decreased reproductive costs and discounted fees. The most practical and efficient ways to digitize and manage the Mylar repository is to scan the images, convert them to a ".tif" file format, and store them in the Joint Engineering Data Management Information and Control System (JEDMICS). This conversion process will also preserve worn/age faded images. The JEDMICS repository will have a survivable back-up of data through the Continuity of Operations Initiative (C01) which includes archived back-up tapes that would allow business operations to resume normal operations in the event of an emergency or disaster. Further, it will be unnecessary to develop a new system for storage/access since JEDMICS will be the storage repository.

This media is a continuation of and an increased emphasis of digitization initiatives periodically funded in the recent past by other sources. For example, JEDMICS Program Office previously funded Mylar digitization and digital imaging on CDs that were developed for the purpose of loading into JEDMICS.

2. GOVERNMENT POINTS OF CONTACT.

Client Representative (CR):

558 CBSS/GBHBA
3001 Staff Drive, Ste AB82A
Tinker AFB, OK 73145

Office:
Fax:
Email:

GSA Project Manager (PM):

GSA FAS 7QFAA
819 Taylor Street, Room 14A02
Fort Worth, TX 76102

Phone: 8174
Fax: 817-s
Email: •

GSA Contracting Officer (CO):

GSA FAS 7QFAA
819 Taylor Street, Room 14A02
Fort Worth, TX 76102

Phone: 817•
Fax: 817-5
Email:

3. CONTRACT TYPE. Time and Material.

4. SCOPE. Tinker AFB requires support for modernizing Mylar repository functions by converting information on stable based material to digital copies in a "tif" file format. This file shall be suitable for storage and management in the JEDMICS digital repository. Conversion effort will take place at the contractor's site using FedEx to transfer data to and from their site.

5. TECHNICAL REQUIREMENTS.

- 5.1 **Aeronautical Mylar Support Services.** The contractor shall provide Integrated Aeronautical Mylar Support Services for large format, un-dimensioned drawings on stable-based material. Support services include Integrated Logistics Support Program Management, Mylar Digitization, Mylar Precision Plotting, Mylar Restoration, and Mylar

Engineering. A contractor with demonstrated capability to provide all Integrated Aeronautical Mylar Support Services is required due to the high degree of accuracy required for Mylar products and services, the precision technology involved, and the close liaison needed to support DoD Engineering Data Service Centers daily production activity. Requirements include services for large format, un-dimensioned drawings on stable-based material.

5.2 **Mylar Digitization Service.** The contractor shall have the capability to precisely convert large format Mylar drawings up to 48" x 180" to digital raster imagery in TIFF G4 format. The contractor shall maintain precise geometric accuracy within +/-0.005" over 48" x 180" with an optical resolution of 2540dpi and geometric accuracy of 100 microns. The scanning device shall be capable of **+/-10** micron repeatability.

5.2.1 The contractor shall maintain a dynamic Quality Control process for repeated conversion of large-format Mylar engineering drawings to an original-referenced dimensionally-accurate electronic image file. The Quality Control process shall include the production of a Precision Proof Plot from the digital image created. The contractor shall have capability to routinely produce a Precision Proof Plot with output resolution of up to 2450dpi. The contractor shall produce a Precision Proof Plot on 7mil stable base material with a Dmax range of .01-4.5. The Precision Proof Plot is integral to the conversion Quality Control process and shall be utilized to verify the fidelity and accuracy of the digital image. Production of Proof Plots at regular intervals is required to ensure accuracy.

5.2.2 The Mylar digitization process shall include population of electronic MetaData for each digital image. The contractor shall develop a Data Quality Management process for capturing the unique MetaData attributes associated with each original Mylar that is digitized. The contractor shall develop a data management process for capturing unique attributes associated with each original Mylar that is digitized. This data shall be provided in a format that can be readily imported into JEDMICS.

5.2.3 The contractor shall operate a secure, climate controlled laboratory facility with sufficient resources to sustain production and final delivery of up to 20 Digitized Mylar drawings per day, including MetaData delivery for each Mylar. The contractor shall provide pick-up, digitization, and delivery support for On-Demand Mylar Digitization Services. The contractor shall appoint a dedicated Program Manager who shall attend ad-hoc meetings to support Mylar Digitization initiatives.

5.3 **Mylar Precision Plotting Service.** The contractor shall have organic capability to provide On-Demand Mylar Precision Plotting Services for drawing sizes up to 48" x 180". Precision Plots shall be produced utilizing an optical laser-generated plotting device with a resolution of up to 2450dpi on approved stable-base materials with a Dmax range of .01-4.5. The contractor shall have expedited on-demand Precision Plotting Services to support OC-ALC manufacturing requirements within 24 hours.

5.3.1 The contractor shall provide same-day logistic support and engineering coordination for On-Demand Aeronautical Mylar Precision Plotting Services. The contractor's Program Manager shall attend ad-hoc meetings to support Mylar Plotting initiatives.

5.4 **On-Demand Mylar Restoration Services.** The contractor shall provide same-day logistics support and engineering coordination for On-Demand Mylar Restoration Services. The contractor's Program Manager shall attend ad-hoc meetings to support Mylar Restoration initiatives.

5.5 **Integrated Logistics Support Program Management.** The contractor shall assign a dedicated Program Manager for Integrated Aeronautical Mylar Support Services to oversee the management, administration, execution and reporting of all tasks associated with the services required in this solicitation. The contractor's Program Manager shall be the central point of contact and shall be available to attend on-site ad-hoc program meetings as required by the designated Oklahoma City Air Logistics Center (OC-ALC) Point of Contact.

6. Delivery Items shall meet thresholds described below:

		SOW Performance Objective	Performance Threshold
1	Perform Mylar Digitization	5.2	0 instances of illegible/ inaccurate digital images. Return for rework
2	Perform Mylar Precision Plot	5.3	0 instances of illegible/ inaccurate plots. Exact plots critical
3	Perform Mylar Restoration	5.4	Restore Mylar as required to original condition prior to digitization

Approximately 50,000 mylars will be converted as resources permit. Outdated mylars will not be converted. 4,000 to 6,000 mylars will be converted the first two

years based on budget resources. Additional mylars will be converted as funds permit.

7. GOVERNMENT-FURNISHED EQUIPMENT/SUPPLIES.

- 7.1 Contractor shall dispatch a courier to take custody of the original mylar work packages, and ensure that the courier inventories and transports mylar work packages to production facilities.
- 7.2 Government Furnished Information (GFI) will be provided by the OC-ALC's designated Point of Contact to facilitate the production of the products and services described in this Statement of Work. GFI includes JEDMICS system upgrade changes as it pertains to the input of delivered data.

8. GENERAL INFORMATION.

- 8.1 The Contractor shall, unless otherwise directed, deliver products to: Tinker AFB, ATTN: Frank Maschino/Kathy Power, 558 CBSS/GBHBA, 3001 Staff Drive, STE AB 82A, Tinker AFB, OK 73145
- 8.2 **Schedule.** With the exception of the Monthly Status Report, delivery schedules for the products described in this proposed Performance Work Specification shall be coordinated with the OC-ALC Project Management personnel on a case-by-case basis. Schedule conflicts will also be resolved on a case-by-case basis. OC-ALC will determine and assign priority of work based upon internal requirements.
- 8.3 **Pricing.** Contractor must be able to show conversion of GSA pricing information to price per unit and unit to lot. Lots may be such that up to 2000 Mylars = \$\$\$ ea and from 2000 to 5000 Mylars = \$\$\$ ea, etc. Costs per Mylar shall include routine postage or shipping for return of product.

8.4 MetaData File

- 1. OC-ALC prefers the CDEX file format for input to JEDMICS.
- 2. Final index QA will be done by Government personnel prior to input to the JEDMICS permanent database.
- 3. The digital MYLAR image will be CCITT Group 4 TIFF at 300 dpi resolution.

4. The original MYLAR TIFF image integrity must be maintained and cannot be edited or re-converted in any way.
5. MYLAR images delivered under this contract should be tracked on JEDMICS. (Recommend using the JMX Offline Location field for this purpose as was used for the OSP effort).
6. No classified data will be converted under this contract.
7. Data delivery will be on CD-ROM and include;
 - a. The converted index and image data using the CDEX file structure format.
 - b. A Document Index.doc MSWord file listing the converted images.

The chart below lists fields that require digital conversion by the contractor. It is based on AF Document, 9835015, Digital Data Delivery Requirements Guideline.

Column Fields

SIZE	CDEX FIELD	Notes/Information
32	JMX DocumentNumber	Found All Sheets
5	JMX CAGE	Found All Sheets
2	JMX_DocumentType	Hard coded "MY"
2	JMX_DrawingSize	Found All Sheets
2	JMX_DocumentRevision	Found Sht 1/Frm 1
18	JMX DocumentRevDate	Found Sht 1/Frm 1
40	JMX DocumentTitle	<u>May Be Found All Sheets</u>
12	JMX SheetNumber	Found All Sheets
4	JMX NumberOfSheets	Found Sht 1/Frm 1
2	JMX SheetRevision	Found All Sheets
4	JMX FrameNumber	Hard coded "1"
4	JMX_NumberOfFrames	Hard coded "1"
5	JMX_FileType	Hard coded "252"
20	JMX FileTypeFormat	Hard coded "RSTR"
20	JMX FileTypeSrcFlavor	<u>Hard coded "TIFFG"</u> Hard
20	JMX FileTypeDestFlavor	coded "G4"
20	JMX FileTypeContent	Hard coded "CCG4"
14	<u>JMX_FileTypeVersion</u>	Null
5	JMX SiteCode	Hard coded "98748"
8	FileName	Calculated @ Translate
3	FileExtension	Hard coded "TIF"
242	<u>FilePath</u>	Calculated @ <u>Translate</u> Un-
11	MediaVolumelD	specified
20	MajorGroupDesignation	Null
8	MinorGroupDesignation	Null
1	JMX SecurityLevel	Found All Sheets (Defaults to "N")
1	JMX_Rights	Found/Known Sht 1/Frm 1
1	JMX ForeignSecure	Hard coded "N"
1	JMX Nuclear	Hard coded "N"
	JMXSubsafe	Hard coded "N"

6	JMX AirType	N u l l N u l l
35	JMX Apl JMX	Null
2	CadInfo	
2	JMX ControlCode	Hard coded "MF"
12	JMX Hsc	Null
13	JMX_Nsn	Null
5	JMX_Uic	Null
32	JMX_System	Null
20	JMX_Nomenclature	Null
4	JMX_ShipClass	Null
9	JMX_ShipTypeHullNum	Null
30	JMX_MasterLocation	Null
80	JMX_OfflineLocation	Contract Identifier (Suggested)
5	JMX_ParentCage	Null
32	JMX_ParentDocNumber	Null
32	JMX_PartNumber	Null
3	JMX_SubSheet	Null
20	JMX_Succeeding	Null
2	JMX DistStmt	Null
2	JMX Acc doc knd	Null
32	JMX_Acc doc number	Null
5	JMX_Acc doc cage	Null
2	JMX_Acc doc revision	Null
	Reserved	Null
	Reserved	Null
15	JMX_Weapons System	Usually Not Found
4	IDX_DfisVersion	Hard coded "1.0"
2	Record End	CRLF Signals Line End.

9. PERIOD OF PERFORMANCE. The base period of performance shall be from 09/15/2007 to 09/14/2008, with one year option.

10. PLACE OF PERFORMANCE. The conversion effort will take place at the contractor's facility using FedEx to transfer data to and from the digitization contractor.

11. SECURITY CLEARANCE. The Contractor shall not have access to any Government IT system.

12. SPECIAL INSTRUCTIONS/CONSIDERATIONS. No data provided to, or developed by, the contractor shall be used for any purpose other than this task order. All items developed during performance of this task become the sole property of the Federal Government. The contractor shall return all items that were provided during performance of this task to the Federal Government at the end of the task order or upon the Federal Government's request.

13. TRAVEL IODC. Travel and materials are not anticipated during the performance of this task order.

14. REPORTS. The contractor shall provide the following deliverables and reports.

- The contractor shall inform the Client Representative (CR) and Program Manager (PM) in writing of the actual task starting date on or before the starting date.
- The contractor shall bring problems or potential problems affecting performance to the attention of the CR and PM as soon as possible. All verbal reports shall be followed up with written reports within 5 working days.
- **The contractor shall notify the CR and PM when 75% of the amount of the task has been expended.**

15. METHOD OF AWARD. Award for this task will be based on the offeror who provides the "best value" to the Government. The Government anticipates awarding a task order to the offeror whose proposal is the most advantageous to the Government, price and other factors considered. All evaluation factors other than price, when combined, are significantly more important than price. As proposals become more equal in their technical merit, the total cost becomes more important. Proposals will be evaluated based on the following technical evaluation factors which are listed in descending order of importance:

Past Experience:

- A. Describe 3 projects in the last 3-years on similar work described in this SOW. Provide duration of each project described.
- B. Describe past experience where planning was supported for enterprise hardware and software, and servers.
- c . Describe past experience where planning was supported in the configuration management of a large-scale multi-tiered computing center and Human Resource applications.
- D. Describe past experience where planning was supported in the facilities environment of a large-scale multi-tiered computing center.

Technical Approach:

- A. Describe your knowledge and understanding of the requirements as outlined in the SOW.
- B. Identify the methodology and analytical techniques the offeror will use to fulfill the technical requirements if they are awarded this task order. The technical approach should clearly describe the following:

- An overview of the offeror's methodology guiding their performance of the technical requirements identified in the SOW, and a general description of how their technical approach will be applied to accomplishing the requirements.
- The logical sequence of tasks that the offeror will perform to accomplish the requirements. Identify and describe the specific techniques and steps that will be applied during the accomplishment of all tasks of this project.
- Describe your qualifications and corporate **capabilities specifically** related to the work required in the SOW.
- Current task requirements and your plan for transition.

Price Proposal:

The proposal must provide an annual amount for each year and include a summary for the base year and the 1 year option. At the minimum, each proposal will include price per unit of work and estimated number of Mylars to be completed during the awarded performance period.

The Government reserves the right to award this task order without conducting discussions.

Evaluation Criteria:

The following evaluation criteria below are listed in descending order of importance:

Evaluation Area	Evaluation Factors
Past Performance/Experience	Relevancy to scope, size and duration to the requirement.
Technical approach	Feasibility, practicability and appropriateness in accomplishing requirement.
Price	Evaluated to determine that they are fair and reasonable.

Non-price factors (past performance/experience and technical approach) when combined are significantly more important than price. Non-price factors will be evaluated first, then price. The award will be to the offeror that provides "best value" to the government.

Past performance/experience and technical approach will be evaluated to determine adequacy/compliance and prices will be evaluated to determine that they are fair and reasonable.

In determining the best value, each of the evaluation criteria will be applied to each proposal received, to evaluate how well each proposal addresses the requirements in the statement of work.

16. PROPOSAL SUBMISSION. The Government will request proposals for this task utilizing the IT Solutions Shop (ITSS) <http://it-solutions.gsa> Web-Based Order Processing System.

The Contractor shall submit a written cost and technical proposal for consideration before the due date and time for this Request For Proposal (RFP). The contractor shall submit these proposals electronically utilizing the ITSS system.

17. PROCEDURES FOR PAYMENT. Billing and payment shall be accomplished in accordance with the contract. The contractor shall have the invoice certified by the CR. The contractor's invoice will be for one month for services performed in the previous month. The contractor may invoice only for services ordered by GSA and actually used in direct support of the client representative's project; for this task, contractor services ordered are number of Mylars converted, rate per Mylar and the calculated total invoiced. Invoices submitted for payment must be accompanied by a copy of the government's document(s) (i.e. DD250 or similar form) accepting the covered services. A copy of the invoice will be attached to the task in ITSS along with the Monthly Progress Report. **Failure to comply with the procedures outlined above may result in your payment being delayed.**

18. SECTION 508 COMPLIANCE. All electronic and information technology (EIT) procured through this Statement of Work/Bill of Materials and any resulting contract, task order, delivery order, or purchase order must meet the applicable accessibility standards at 36CFR 1194, unless an agency exception to this requirement exists. 36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is viewable at <http://www.section508.gov/>. The contractor shall indicate for each line item in the schedule whether each product or service is compliant or noncompliant with the accessibility standards at 36 CFR 1194. Further, the proposal must indicate where full details or compliance can be found (e.g., vendor's website or other exact location).

19. CLAUSES:

FAR 52.217-8 Option to Extend Services (Nov 1999).

(a) The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to Contractor within 10 days.
(End of Clause)

FAR 52.217-9 -- Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 10 days; provided, that the Government gives the Contractor a preliminary written notice of its **intent to extend at least 10 days before the contract** expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 2 years, 6 months. (End of Clause)

Section 508: Section 508 compliance, if applicable, must be included in all requirements documents delivered under this contract by including a provision in the SOW substantially the same as the provision in this solicitation, unless an agency exception to this requirement exists. 36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is viewable at <http://www.section508.gov/>.

HSPD-12:

(a) HOMELAND SECURITY PRESIDENTIAL DIRECTIVE-12 (HSPD-12): 52.204-9 Personal Identity Verification of Contractor Personnel (NOV 2006). The Contractor shall comply with agency personal identity verification procedures identified in the contract that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24, and Federal Information Processing Standards Publication (FIPS PUB) Number 201.

Homeland Security Presidential Directive 12 (HSPD-12) was issued to implement the policy of the United States to enhance security, increase Government efficiency, reduce identity fraud, and protect personal privacy by establishing a mandatory, Government-wide standard for secure and reliable forms of identification issued by the Federal Government to its employees and Contractors (including Contractor employees). Under this directive, the heads of executive departments and agencies are required to implement programs to ensure that identification issued by their departments and agencies to Federal employees and Contractors meets the Standard. This policy can be found at the following website: <http://www.whitehouse.gov/news/releases/2004/08/20040827-8.html>.

In performance of services under this task, Contractor shall insure all its personnel who require physical access to Federally controlled facilities and access to Federally controlled information systems have been issued identification in compliance with HSPD-12 policy. In their proposals, offerors

shall confirm they **will comply with the government client's identification procedure that is implementing HSPD-12 policy.**

The Security/Identification point of contact for the client agency that is responsible for implementing their HSPD-12 compliant policy is:

POC-

558 CBSS/GBHBA
3001 Staff Drive, Ste AB82A
Tinker AFB, OK 73145

Office: (405) 7
Fax: (405)
Email: - ' — —" ', er.af.mil

All cost associated shall be borne by the contractor.

FEDERAL INFORMATION SECURITY MANAGEMENT ACT (FISMA) OF 2002 COMPLIANCE:

The Information Technology security provisions of the Federal Information Security Management Act of 2002, (Title III of the E-Government Act of 2002) have been implemented and can be found at <http://iase.disa.mil/fisma/index.html>. The point of contract information regarding FISMA is:

POC-

558 CBSS/GBHBA
3001 Staff Drive, Ste AB82A
Tinker AFB, OK 73145

Office: (405) "
Fax: (405) —
Email:

OTHER DIRECT COSTS (ODCs) AND TEAMING.

Purchases exceeding \$3,000.00 that are not covered by a contractor's schedule or their team members' schedule, need to be purchased by GSA unless otherwise determined by the GSA Contracting Officer.

To provide for possible ODC purchases under this task order, the Government is asking for Contractor Teaming Arrangement(s) with other Schedule contractor(s). At this time, all items that may be required under this task order are unknown. As they are identified during the period of performance for this

task and the teaming arrangements already established can not provide the items, it is the responsibility of the 'prime' contractor of this task order to form the necessary teaming arrangements to obtain those items.

All teaming arrangements established prior to proposal submission should be submitted with the proposal for review by the Government. Any teaming arrangements established during the performance of the task order must be provided to the GSA Representative for their files within 15 days after the agreement has been established. A modification will then be issued to the task order to include the teaming arrangement(s). All purchases will remain the property of the Government.

Any Contractor Teaming Arrangements established under this task order should designate all team members, their corresponding GSA Schedule contract numbers and describe the tasks to be performed by each team member, along with associated proposed prices (e.g., unit prices, labor categories and rates).

The team lead responsibilities for any established teaming arrangements must remain with the 'prime' awardee under this task order. However, each team member is held accountable under the terms and conditions of its contract for any problems identified.

The Contractor Must Submit A Request for Each Purchase: In accordance with FAR 8.401(d)(2), the 'prime' contractor or lead teaming partner must submit a 'request for purchase' preferably by electronic mail, to the GSA Contracting Officer to obtain approval on each purchase made for Other Direct Costs (ODC) such as equipment, software, etc. (does not include travel) utilizing teaming arrangements.

As a part of the email request, the contractor will submit the proposed purchase price for each item along with teaming partner's name and Schedule contract number. The contractor will also provide two other Schedule contract price comparisons for all of the items to be purchased. If there are no other Schedule contractors that provide the items off of Schedule, then the 'prime' contractor should provide other vendor pricing for comparison, such as from other contracts or open market pricing. Ensure the source of the pricing is identified to assist the Contracting Officer in determining price reasonableness.

Open Market ODC: For any open market items over \$3,000.00 that are required by the client agency any time during the performance of the task order, the GSA Contracting Officer/ITR must be notified immediately so the purchase can be made by GSA.

Invoice requirements in a Contractor Teaming Arrangement: GSA requires that a single invoice be submitted by the 'prime' contractor for all team members. The invoice must indicate each team member's GSA Schedule contract number,

the applicable services/products provided, and the corresponding dollar value attributable to that team member.

FAR 52.232-22 Limitation of Funds. Limitation of Funds (Apr 1984)

(a) The parties estimate that performance of this contract will not cost the Government more than (1) the estimated cost specified in the Schedule or, (2) if this is a cost-sharing contract, the Government's share of the estimated cost specified in the Schedule. The Contractor agrees to use its best efforts to perform the work specified in the Schedule and all obligations under this contract within the estimated cost, which, if this is a cost-sharing contract, includes both the Government's and the Contractor's share of the cost.

(b) The Schedule specifies the amount presently available for payment by the Government and allotted to this contract, the items covered, the Government's share of the cost if this is a cost-sharing contract, and the period of performance it is estimated the allotted amount will cover. The parties contemplate that the Government will allot additional funds incrementally to the contract up to the full estimated cost to the Government specified in the Schedule, exclusive of any fee. The Contractor agrees to perform, or have performed, work on the contract up to the point at which the total amount paid and payable by the Government under the contract approximates but does not exceed the total amount actually allotted by the Government to the contract.

(c) The Contractor shall notify the Contracting Officer in writing whenever it has reason to believe that the costs it expects to incur under this contract in the next 60 days, when added to all costs previously incurred, will exceed 75 percent of (1) the total amount so far allotted to the contract by the Government or, (2) if this is a cost-sharing contract, the amount then allotted to the contract by the Government plus the Contractor's corresponding share. The notice shall state the estimated amount of additional funds required to continue performance for the period specified in the Schedule.

(d) Sixty days before the end of the period specified in the Schedule, the Contractor shall notify the Contracting Officer in writing of the estimated amount of additional funds, if any, required to continue timely performance under the contract or for any further period specified in the Schedule or otherwise agreed upon, and when the funds will be required.

(e) If, after notification, additional funds are not allotted by the end of the period specified in the Schedule or another agreed-upon date, upon the Contractor's written request the Contracting Officer will terminate this contract on that date in accordance with the provisions of the Termination clause of this contract. If the Contractor estimates that the funds available will allow it to continue to discharge its obligations beyond that date, it may specify a later date in its request, and the Contracting Officer may terminate this contract on that later date.

(f) Except as required by other provisions of this contract, specifically citing and stated to be an exception to this clause—

(1) The Government is not obligated to reimburse the Contractor for costs incurred in excess of the total amount allotted by the Government to this contract; and

(2) The Contractor is not obligated to continue performance under this contract (including actions under the Termination clause of this contract) or otherwise incur costs in excess of-

(i) The amount then allotted to the contract by the Government or;

(ii) If this is a cost-sharing contract, the amount then allotted by the Government to the contract plus the Contractor's corresponding share, until the Contracting Officer notifies the Contractor in writing that the amount allotted by the Government has been increased and specifies an increased amount, which shall then constitute the total amount allotted by the Government to this contract.

(g) The estimated cost shall be increased to the extent that (1) the amount allotted by the Government or, (2) if this is a cost-sharing contract, the amount then allotted by the Government to the contract plus the Contractor's corresponding share, exceeds the estimated cost specified in the Schedule. If this is a cost-sharing contract, the increase shall be allocated in accordance with the formula specified in the Schedule.

(h) No notice, communication, or representation in any form other than that specified in paragraph (f)(2) of this clause, or from any person other than the Contracting Officer, shall affect the amount allotted by the Government to this contract. In the absence of the specified notice, the Government is not obligated to reimburse the Contractor for any costs in excess of the total amount allotted by the Government to this contract, whether incurred during the course of the contract or as a result of termination.

(i) When and to the extent that the amount allotted by the Government to the contract is increased, any costs the Contractor incurs before the increase that are in excess of—

(1) The amount previously allotted by the Government or;

(2) If this is a cost-sharing contract, the amount previously allotted by the Government to the contract plus the Contractor's corresponding share, shall be allowable to the same extent as if incurred afterward, unless the Contracting Officer issues a termination or other notice and directs that the increase is solely to cover termination or other specified expenses.

(j) Change orders shall not be considered an authorization to exceed the amount allotted by the Government specified in the Schedule, unless they contain a statement increasing the amount allotted.

(k) Nothing in this clause shall affect the right of the Government to terminate this contract. If this contract is terminated, the Government and the Contractor shall negotiate an equitable distribution of all property produced or purchased under the contract, based upon the share of costs incurred by each.

(I) If the Government does not allot sufficient funds to allow completion of the work, the Contractor is entitled to a percentage of the fee specified in the Schedule equaling the percentage of completion of the work contemplated by this contract. (End of clause)

7.0 Any questions regarding this solicitation shall be submitted to Karen Nelson, GSA Contracting Officer, via karen.nelson@gsa.gov or fax (817) 978-0122 no later than **September 7, 2007**. Questions will only be accepted in writing through email or fax.

Appendix A: Monthly Progress Reports:

This is an example and may be changed to accommodate performance for this task order.

1 0 Task Information

1.1 GSA contract number and project number. 1.2

GSA PM assigned

1.3 Accounting Control Transaction (ACT) number and reporting period.

1.4 Client agency and location

1.5 Brief task description

2 0 Reporting Period Information

2.1 Identify number of Mylars not started, in process, completed for the month being invoiced.

2.2 The portion of the report described above must contain the following statement: "I certify to the best of my knowledge and belief that the above information is correct." Signature and date of the (Contractor) Program Manager or his/her designee directly following this statement.

2.3 A narrative review of work accomplished during the reporting period and significant events.

2.4 Deliverable process.

2.5 Problem areas.

2.6 Anticipated activity for the next reporting period.

2.7 Description of any travel or unique services provided.

2.8 Other relative information as necessary.

Appendix B: Quality Assurance Surveillance Plan

QUALITY ASSURANCE SURVEILLANCE PLAN MATRIX

Required Services	Performance Standard	Method of Surveillance	Acceptable Quality Level/Incentives
Perform Mylar Digitization	SOW 5. 2	Client Representative or designated alternate will	0 instances of illegible/inaccurate digital images . Return for rework.
		inspect a random sample	
Perform Mylar Precision Plot	SOW 5. 3	Client Representative monitors and provides feedback to PM and CO.	0 instances of illegible/inaccurate plots. Exact plots critical.
Perform Mylar Restoration	SOW 5. 4	Client Representative monitors timely, compliant and accurate submission.	Restore Mylar as required to original condition prior to digitization.